

After School Snack Program (ASSP) Quick Guide

For the Menu Planner

MENU PLANNING

- The ASSP uses food based menu planning.
- Snacks consist of at least two different food components. If a food is not found in the Food Buying Guide, it is not a food component, and therefore the snack is non-reimbursable. For example, popcorn is commonly thought of as a snack food, but it is not creditable as a food component according to the Food Buying Guide.
- Two items from different food components must be offered. To be counted for reimbursement, a student must select both items. For example, a 4 oz. yogurt (m/ma) and 1 oz. granola (grain).
- The serving sizes listed below are for ages 6-12. Larger portions may be provided for older students if you choose.
- Production records must include portion sizes of the items served and be kept for 7 years.

FOOD COMPONENTS

1) **Fruit & Vegetable**

- Serving size is $\frac{3}{4}$ cup (**Note: this is a critical difference compared to breakfast and lunch**)
- Juice may not be offered when milk is the other component

2) **Grains**

- Grains may be whole grain or enriched
- Serving size is a 1 ounce equivalent. Examples include:
 - 0.8 oz. pretzels or snack crackers
 - 1 oz. slice of bread or graham crackers
 - 2 oz. or 55 gm cereal bar, granola bar or muffin
 - 1 oz. or 28 gm dry cereal

For serving sizes of grains, reference: USDA Memo SP 30-2012 Updated Exhibit A: Whole Grain-Rich Ounce Equivalency (Oz. Eq.) Requirements for School Meal Programs

3) **Meat/Meat Alternate**

- Serving size is a 1 ounce. Examples include:
 - 2 Tbsp. nut butter
 - 4 oz. Yogurt
 - 1 oz. cheese

4) **Milk**

- Serving size is 8 ounces of fluid milk
- Can be low-fat (unflavored) or fat-free (flavored or unflavored)
- It is not required to offer a variety of types
- Milk substitutes must meet milk requirements

Additional Requirements

- The only snacks eligible for reimbursement are those that have been selected by a student.
- Leftover snacks, seconds and snacks selected by adults may not be claimed.
- On-site monitoring must be completed within the first 4 weeks of the start of program and again later in the year. More frequent visits are strongly

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encourages. This should be documented using a monitoring form. A sample form can be found on the Maine Child Nutrition website.

For ASSP Site Staff

- ✓ The program providing snacks for your after school program receives Federal subsidy for each eligible snack served to a student
- ✓ To be considered an eligible snack, the following must be true:
 - Two different food items are offered
 - Full servings of both food items are selected by the child
- ✓ If the child does not want one of the items they still need to take both items to receive Federal subsidy, however they can put the item they do not want on a “share table” for another child
- ✓ Allowing a child to only take a portion of the snack, or one item, means the program providing the snacks cannot receive reimbursement
- ✓ Accountability, meaning marking down that a student took a complete snack, must happen as the child is taking the snack
 - Using attendance or a head count is not an acceptable means of accountability
- ✓ Unserved snacks are returned to the program that provided them

Example

Today's Snack Menu: 1 oz. Graham Crackers & 8 oz. Milk

Requirements:

- The child must take both items offered for snack (Graham crackers AND milk)
- If they don't want one of the items, for example the milk, they:
 - a) can take the milk anyway and can put it on a share table
 - b) not take either of the items
- As each child takes a complete snack, a checklist is used to account for each snack taken by a child
- At the end of service, unserved graham crackers and milk are returned to the program that provided the snacks.

This institution is an equal opportunity provider

